

16.03.2020

To whom it may concern,

As you already know, Covid-19 is spreading globally at a rapid pace and therefore raising challenges and uncertainty. Although Dokumental is not yet noticeably affected by the far-reaching consequences of the virus, we would like to take this opportunity to inform you about the current status of our organization.

We are in constant contact with all our suppliers, customers and partners and are constantly analyzing critical raw materials and their availability to ensure that we can deliver all products to you reliably and promptly. This especially applies to raw materials which we obtain from regions that are heavily affected. Those are under close observation and we are in constant contact with the respective partners. Even though we currently have no issues concerning our raw material supplies, we have to expect that certain challenges will arise due to the rapid developments which could affect our supply chain.

Since our highest priority is to maintain production and thus supply our customers, it may happen that several projects of our research and development department have to be postponed. Furthermore, we would like you to keep in mind that some of our employees will be working from home. We kindly ask for your understanding in case of potential delay in communication.

We are aware of our responsibility for our employees and partners and take it extremely seriously. Our employees have been made aware of the importance of hygienic measures in order to minimize the risk of infection. Furthermore, we have taken precautionary measures in case the situation intensifies.

We closely follow current developments so that we can react quickly to changing circumstances in the event of an emergency.

Should you have any questions or concerns, please do not hesitate to contact us at any time. We will keep you updated concerning new developments affecting our organization.

We hope that the situation will soon ease and that all of you remain healthy.

With best regards,

Dokumental GmbH & Co. KG

Christian Diehlmann

Ilona Karst

Managing Director:

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